Thursday, January 20 at 12:00 EST
Call information: +1 508-469-9087 PIN: 163 903 993# or join via Chrome or Firefox at
meet.google.com/okf-bvsb-wpi
2020/2021 Chair: Konrad
2020/2021 Co-chair: Kelly

AGENDA

Members shown in bold are present:
- **GISCorps CC: Shoreh**, **Wincy**, Konrad, **Erin**, Nadine, **Kelly**, **Katie**, **Kenny**
- **Advisory Board:** Dianne, **Allen**, Carol, German, **Holly**
- **URISA: Wendy**, **Steve**
- **Emeritus CC:** Troy
- **Program Coordinator: Megan**

Regrets are not bolded.

Approval of December Minutes
- **Motion: Wincy**
- **Second: Kenny**
- **Vote: Approved**

Monthly Financial Report

End of November 2021 Financial Report: Shoreh
- Total expenses in November 2021: $1,940.97, YTD: $29,365.72, since 2003: $210,777.12: Program Coordinator: $1,350.00, MailChimp: $79.88 (an increase from $67.14), Paypal: $3.20, Two Gift cards $507.90.
- Total contributions in November 2021: $1,497.15. YTD: $92,738.15 since 2003: $388,957.42. Some from Silent auction, some from individuals, have asked for clarity as totals do not add up (no names associated with $274.15). This is a partial list: Mark Salling ($100), Anthony Spicci ($100), Eric Rizzo ($20), Grace Seabrook ($20), Tina Rust ($30), Burt Simpson ($1,000).
- Total balance as of the end of November 2021: $178,180.30.

Committee Updates

- **Advisory Committee**
    - **Marketing activities**: **Allen**
        - Megan has started the process to send out a cover letter and brochure to a pilot group of companies with an ask.
        - Marketing committee will put together a database of potential media outlets and points of contact for outreach/annual report/etc.

    - **Update to strategic plan: Dianne**
        - The Committee Coordination group has its first meeting since GISPro in December. The focus of the discussion was on the brainstorming activity that

took place during that meeting and the grouping of the topics. This activity was to help identify initiatives for URISA to tackle going forward.

■ The next Committee Coordination meeting is scheduled for the third Thursday in February. While there has been no mention of updating committee specific strategic plans at this point, I am sure it will be raised at this meeting or the next, so we may want to start thinking about any initiatives GISCorps might want to undertake separate from missions.

○ **Recruitment for CC members: Megan/Shoreh**
   ■ 12 volunteers have applied for the position. CC members will review the resumes and vote on the top candidates. Megan will then schedule interviews.
      ● Several people have not reviewed the resumes and need more time. Will be done by Saturday. Invites can go out on Sunday.
   ■ Nadine has informed us that she is stepping down from the Core Committee due to personal reasons. Shoreh conveyed GISCorps' gratitude for her services and will send her the feedback form and then a certificate of appreciation and a GISP letter.

○ **Technical Updates - Megan**
   ■ **Google Workspace (AKA GSuite)**
      ● No major changes
   ■ **[Mission Control spreadsheet](#) and [Core Committee Internal Site](#)**
      ● General administration of mission control spreadsheet - no major changes.
      ● Launch and closing projects ½ or 12/30
   ■ **Mailchimp**
      ● Sent out annual report and CC recruitment in Mailchimp
   ■ **[Website](#)**
      ● Megan backed up the site and updated software plugins & theme as needed. Currently working to resolve an issue with the coding on some pages. Going to get previous annual reports on website later this week.
   ■ ArcGIS
      ● Made the [Annual Report](#) using StoryMaps, learned some basics on changing filter settings on a map layer, updated the GIS for Good Hub site with new annual report.

● **GIS Service Pledge (GSP)**: **Wincy**
   ○ Activity since **Dec 16**:

	Last 4 weeks	Previous 4-week period
Applications Received	1	0
Applications Approved	0	0
Applications Rejected	0	0
Reports Posted on Website	0	0
Reports Now Due/Overdue	25	25

- Cumulative program totals:
  - Total Applicants: **74**
  - In progress: **0**
  - Approved Participants: **50** + 5 withdrawals
  - Rejections/Invalid/pending applications: **20**
  - Reports submitted: **26 (but had to take one down)**
  - Countries represented: **10**
- Email notification for new Survey123 submission goes through even with the error of too many characters in Survey123 question
- New application: waiting for existing AGO account information
- Tracking spreadsheet is here for anyone who would like more detail: https://docs.google.com/spreadsheets/d/1fHDeh5DLyvefAON1FLv2RZ4E0J0mqv1Y7hZTFOzaVm8/edit?usp=sharing

- **Disaster Response Subcommittee: Erin**
  - Disaster Response SOPM (In progress)
  - Historic hours by incident: https://napsg.maps.arcgis.com/apps/opsdashboard/index.html#/5026b8f9fb8148b995f7104ea812c4fc
  - Current plan to activate only for major Type 1 incidents unless funding materializes
  - NAPSG Monthly Meeting Notes
  - January Update:
    - We discussed with NAPSG the possibility of transferring the tech side of PhotoMappers to them. GC would just then be responsible for the volunteer side and helping run the missions during the disasters.
    - In the works on picking a new 2022 Admin Team.
    - Closed out FireMappers
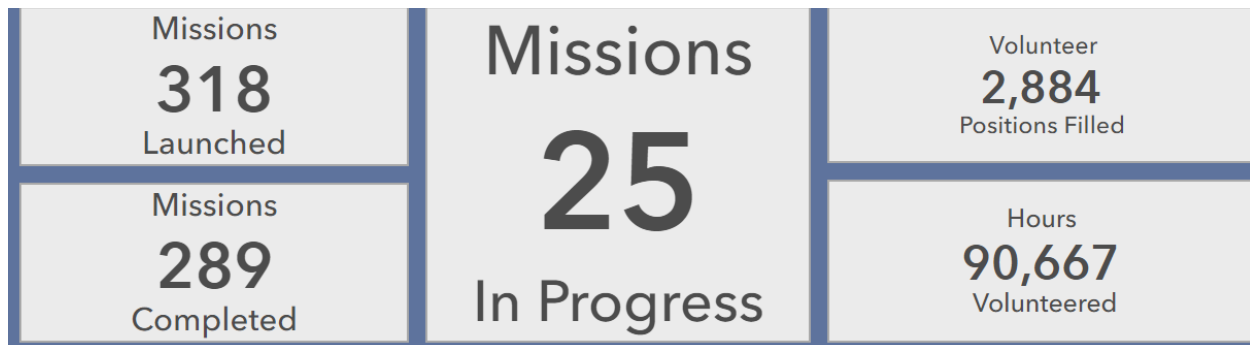   - Closed out Quad State Tornadoes PhotoMappers activation

Communications: Megan
- Since last meeting:
  - New Project announcements
    - 338 - Our Histories (Kenny/Wincy)
  - Completed Project reports
    - 315 - Mission Blue (Kelly)
  - Other
    - Annual Report

- Upcoming publications:
  - Upcoming website reports
    - New Project announcements:
      - 343 - The Lancet-AUB Commission (Kelly/Shoreh)
      - 344 - Kisatchie-Delta Phase 2 (Shoreh)
      - 346 - INSARAG (Shoreh)
      - 348 - DaanMatch (Wincy/Kenny/Kelly)
    - Completed Project reports:
      - 322 - Climate Cost Project (Wincy)

- ○ 337 - Trevor's Trek Phase II (Kelly/Wincy)
  - ○ 324 - Kisatchie-Delta Phase 1 (Troy)
  - ○ 340 - Surfrider (Kenny/Kelly)
- ● Other

  - ○ Social media outreach activity since **Dec 16**:

	Followers/Members			Original Posts	
	Current	**At last meeting**	**Change**	**Last 4 weeks**	**Previous 4-week period**
Twitter	3,678	3,659	+0%	6	4
Instagram	1,050	1,048	+0%	4	4
Facebook Page	682	676	+1%	5	5
Facebook Group	869	861	+0%	7	9
LinkedIn Page	1,693	1,639	+3%	6	5
LinkedIn Group	1,309	1,304	+0%	12	10

Missions **318** Launched

Missions **289** Completed

Missions **25** In Progress

Volunteer **2,884** Positions Filled

Hours **90,667** Volunteered

Deployment news (launched, ongoing, new): Mission Control Spreadsheet - from most recent to the oldest project

Project Management discussion topic (Shoreh): the majority of our projects end in 3 months according to the JD but many longer beyond that date. How can we better enforce the duration and/or establish a process to ensure that the volunteer and the PA stay aware of the deadline and either finalize the project within that time period or request an extension. And what would be involved in requesting an extension?

1. **348 - DaanMatch: Wincy/Kelly/Kenny**
   - ○ JD sent to Jessica (volunteer for Pacific Rim). If she is interested, we will schedule a call to discuss further about the project.
   - ○ PA: most of the data has lat/lon and they are in the process of adding lat/lon for the remaining records. Recommended to purchase one ArcPro license for running the XY

Table to Point tool for the data and then publishing onto ArcGIS Online, plus one extra ArcGIS Online account. PA working on purchasing the license. Volunteer can go through GSP for licensing temporarily until PA has the organizational account set up.

2. **347 - NAPSG 2022 Admin Team: Erin**
   - Standing NAPSG PhotoMappers Admin team
   - In the process of reviewing the applicants.
3. **346 - INSARAG: Shoreh**
   - Esri introduced us to the International Search and Rescue Advisory Group (INSARAG) and we met with them on 1/14. They are looking for two volunteers to train their Spanish speaking team members. A draft of the JD has been sent to them for their review.
4. **On Hold - Pacific Rim Conservation: Shoreh/Konrad**
   - The PA had a death in the family and also is on leave for a while. She has asked to put the project on indefinite hold. We are recycling the project number (346) for a new one that just came to us. This can be removed from here next month.
5. **345 - Photomappers - Quad State Tornado - Katie**
   - Closed out the project
6. **344 - Kisatchie-Delta Phase 2: Shoreh**
   - Sent the project post to the PA and the volunteer two weeks ago. The volunteer has approved it but the PA's out of office message said that she'll be out for 2 weeks. Just sent her another email and asked for approval. The volunteer said that she has been meeting with the technical lead on a regular basis. She is training KD's team on ArcGIS Pro and AGO and also researching available datasets.
7. **343 - The Lancet and the American University of Beirut - Kelly/Shoreh**
   - The PA agreed with our suggested two phase approach and also confirmed the availability of the software at another department. We sent another email to remind him that we are waiting on further feedback from him (user stories) before finalizing the JD. They had also asked us to join an initiative called Global Alliance on War, Conflict & Health. We agreed to join as an Observer and they confirmed our membership.
8. **342 - Key Conservation Phase 2 - Wincy**
   - PA/Vol meet weekly.
   - Vol created 3 sample apps (Nearby Instant App, Webapp Builder with near widget, and Experience Builder with filtering tools) using test data for PA to review. PA working on duplicating the data pipeline Jeff created. Vol assisting PA to explore best options.
9. **341 - Ward Melville Heritage Organization - Wincy**
   - Weekly meeting between PA and vol.
   - Baseline StoryMap setup; volunteer training PA on basic functionality.
   - Volunteer exploring options on data structure for the Survey123 feature class.
10. **340 - Surfrider Foundation - Kenny/Kelly**
    - 3rd month check-in: PA and volunteer report that the project has run its course over the last few weeks and are looking to start writing the final report to wrap up the project.
11. **339 - [Westerly Land Trust](#) - Konrad**
    - Month 2/3 - PA and the volunteer report good progress, PA feels comfortable with the current timeline and will be prepared to wrap up the project by next month.
12. **338 - Our Histories - Kenny/Wincy**
    - Announcement in process. Awaiting response from PA before publishing.
    - Volunteer has assisted in the creation of multiple mock-up pages that incorporated different perspectives and content for various age groups. The PA has reached out to a few teachers and a designer for feedback.

- ○ The volunteer will continue to develop the site to prepare for the population of the historical data.
13. **337 - Trevor's Trek Foundation (Phase II) - Kelly/Wincy**
    - ○ Volunteer has submitted final report and we are still awaiting approval from PA.
14. **333 - Crisis Communications Catalog - Erin - on hold**
    - ○ January: No new update for GC
    - ○ [Experience Builder Platform](#)
    - ○ On hold until activity increases enough to warrant volunteers
15. **332 - National Cleanup Day - Kelly**
    - ○ PA discussed the project with Jack Dangermond at an Esri conference and Jack expressed that they may provide all of the software and technical support they need.
    - ○ The project is coming along and they are incorporating an additional website, Earth Day.
16. **329 - [Direct Relief Global Midwives Hub](#) - Troy**
    - ○ Met on Monday to discuss the state of the project. Everything is loaded but some of the scripts need to be changed to accommodate a change in data structure from WHO. Also, to pull in metadata. Dymaptic will also be helping with some HUB management issues (meeting to be scheduled). The Global Midwives hub is one of the more complicated hubs out there.
17. **327 - [Mountain Province QGIS Training](#) - Wincy/Kelly**
    - ○ Work on hold because Jameal's province is severely impacted from Typhoon Rai. Electricity and internet is projected to be restored in 3-6 months. PA's team is working on tasks that was previously discussed. PA and vol in touch through mobile messaging.
    - ○ PA is exploring a next phase of project request from GISCorps, something similar to https://www.arcgis.com/apps/Cascade/index.html?appid=36b4887370d141fcbb35392f996c82d9 which can be challenging through open-source. Informed PA to submit a new volunteer request.
18. **325 - [The Protected Area Management Solution (PAM) Partnership](#) - SAWC Mentorship - Shoreh**
    - ○ The new POC at SAWC responded and we will meet with him (Richard Fergusson) on 1/29.
    - ○ Provided an update to NGS and let them know that we will be meeting with SAWC on 1/29. They said that they have already drawn an extension to the agreement but that they would like to know about the outcome of our conversation with SAWC before they issue the extension.
    - ○ Here's a copy of the [executed funding agreement.](#)
    - ○ The latest version of the Charter is [posted here](#).
    - ○ The PAM AGO can be accessed [from here](#).
19. **324 - [Kisatchie-Delta RPDD](#) - Troy**
    - ○ Mary sent a draft needs assessment
    - ○ Have not heard back from Heather about the needs assessment but hoping to close this project out this month.
20. **322 - [Climate Cost Project](#) - Wincy**
    - ○ Closeout email sent on Jan 16
21. **321 - [SOS Meals on Wheels](#) - Konrad**
    - ○ After discussion, PA has agreed to close out this project. Beginning closeout process with both the volunteer and PA.
22. **318 - [NAPSG 2021 FireMappers](#) - Erin**
    - ○ Closed out the project.

23. **[317 - 2021 Photomappers Admin Team](#) - Erin**
    ○ Closed out the project
24. **[276/314 - The SEA People Hub](#) - Troy**
    ○ Sent emails but did not hear back yet. Will work to close out project 276 this month.
25. **[307 - ESJ](#) - Konrad**
    ○ Beginning the closeout process - feedback form sent to the volunteer and PA.
    ○ Waiting for PA's availability to discuss Phase II (?).
26. **[303 - Growing the Table](#) - Wincy**
    ○ Vol creating a final StoryMap and can closeout when completed.
27. **[297 - Global MapAid Ethiopia](#) - Troy**
    ○ Haven't heard back from this month's check-in email
28. **[256, 257, 258, 259, 263 - Mountain Rescue Association](#): Erin**
    ○ January update: waiting on a meeting with Monty to finalize the close out process.
    ○ All Vols have submitted hrs, the webposts have been updated.
29. **[218](#) - Tanzania Development Trust: Troy**
    ○ 218 - Preparing final project post for this project.

Other business
- **Documentation: Megan**
  ○ Made updates (many of them minor) to these docs:
    - Mission Management SOPM - workflow added by Wincy in Mission Closeout
    - Mission Checklist
    - Mission Report Template - file location changes and additional language by Wincy
    - README - Letters and Certificates - screenshots added by Kelly
    - GIS Service Pledge SOP - edits by Wincy
  ○ Reference Document Directory
    - Added the following: Annual Report SOPM
- **Esri project leads: Shoreh**
  ○ Esri's Humanitarian lead,Olivier Cottray, sent an invite for a call on 1/14 for INSARAG. He was unable to attend but Carmele and Ryan did in addition to the INSARAG team. More details posted on project 346 above. No updates to the other project leads at this time.
- **URISA update - Steve Steinberg, 2021-2022 URISA Board Liaison**
  ○ Awards for GISCorps volunteers is probably ready for board approval; Holly/Shoreh will send to Steve for next board meeting (**Didn't receive final version** – would like to share with Board in upcoming meeting) Board is OK with the proposal with ONE minor change, **NOT** able to offer GLA as a freebee, but free/discounted membership or GIS-Pro would be OK.
  ○ Board is looking at streamlining fundraising and marketing across different groups; no actions at this time. No update.
- **URISA update - Wendy**
  ○ 25th anniversary GIS Valuation Technologies Conference in New Orleans, LA in 2022
  ○ The last GIS leadership academy was held in Minneapolis
  ○ 60th URISA anniversary is next year in Boise, ID

Meeting adjourned at 1:03 p.m. EST

Next call: Thursday, February 17, 2022 at noon EST